

***Hampton Roads Regional LHRC Meeting Minutes***

**Final**

**August 16, 2011**

**9:00 A.M.**

**I. CALL TO ORDER:**

The meeting was called to order by Ms Peterkin, Committee Chair at 9:10AM.

**II. INTRODUCTIONS:**

Quorum present: Ms Doris Peterkin, Phyllis Frye, Rev. Christopher Boyd and Ms Audrey Williams

Absent: Dr. Withers

Human Rights Regional Advocate, DMHMRSAS, present: Reginald Daye

Affiliate Representatives: Steven Marsden, Community Services of Virginia, Inc.; Didlake, Inc.; Joan Whitted, Emerson Place, Inc.; Rodney Hawkins, EVOLVE, LLC; Deforest Mapp, Family Redirection Institute, Inc.; Rodney Hawkins, Inc.; Vivian Wheeler, James Bentley Treatment Program; Kimberly Davis, Northwestern Human Services, Inc., Mr. Russell, Seeds of Change, LLC; Cindy Estes, Sentara Behavioral Health Services; and Arlethea Evans, Tranquility Manor, LLC.

**III. PUBLIC COMMENTS**

None

**IV. REVIEW AND APPROVAL OF MINUTES:**

The minutes for the meeting held May 17, 2011, 2011, were reviewed. The committee approved the minutes with the following corrections: The letters in the name of the committee were corrected and going forward the name will be spelled out. The newest advocate's last name was corrected from Zanafelt to Zaeveld.

**V. REGIONAL ADVOCATE REPORT**

1. **Mr. Daye recommended that Ms Audrey Williams for membership to the Hampton Roads Regional LHRC.**
2. **Mr. Daye informed the providers of a procedural change for adding a service (s), a letter must be sent to the committee members identifying the location and manger of the program. The letter must also state that all required paper work has been sent to the program's licensing specialist and to Mr. Daye (This refers to program changes that are a part of this region)**
3. **Mr. Daye recommended the removal of Dr. Withers from the committee for non participation.**
4. **Mr. Daye reviewed the process for expanding and/or adding a new service :**
  - a. **Submit policies and procedures**
  - b. **Submit standards of conduct**
  - c. **Submit a cover letter to Ms Walsh**
  - d. **Submit request to Licensing specialist**
  - e. **Approval letter and all required paper work goes to Mr. Dye and the committee members**
5. **Mr. Daye provided training to the committee on the Freedom of Information Act and the Attorney General's attachment.**

#### **VI. OLD BUSINESS:**

The minutes approved at the current meeting will be forwarded to Margaret Walsh, State Human Rights Director, to be posted on the state website ([margaret.walsh@co.dmhmrzas.virginia.gov](mailto:margaret.walsh@co.dmhmrzas.virginia.gov)) within three (3) business days. With corrections made as needed. A draft of the current minutes will be forwarded to Margaret Walsh for posting on the website within ten (10) business days of the Committee meeting. The "Freedom of Information Act" mandates that all service providers post at each of their sites the date, time, and location of all scheduled LHRC meetings. This posting will include a list of all meetings scheduled for the remainder of the year.

Financial Report: The program affiliates continue to have \$3, 787.17 in the committee's bank account. (For provider informational purposes only) The provider affiliates decided to let the money stay in bank until a decision can clearly be made as to how the funds will be divided up.

#### **VII. NEW BUSINESS:**

PROGRAMS REQUESTING AFFILIATION:

None

#### **VIII. PROGRAM REPORTS:**

Community Services of Virginia, Inc. – Day support: 22, Residential: 31 and In home: 18/Intensive In Home: 4, 1 report of allegation of abuse

Didlake, Inc. – No report. (no representative present)

Emerson Place, Inc. – 4 consumers receiving residential services. 1 report of abuse and 1 report of neglect.

Evolve, LLC – 29 consumers are receiving intensive in-home services. 18 consumers in the mental health program, There were no complaints, abuse, seclusion, or restraints to be reported.

Family Redirection Institute, Inc. – Intensive In-home counseling consumers: ( Chesapeake: 73 in with 151 in day treatment. Newport News: consumers in Intensive In home program and 534 in day treatment program) There was 2 report of abuse, seclusion or restraints and 1 compliant.

G.R.A.C.E., Inc. – 10 residential consumers and 8 supported in-home consumers and 2 in respite. 1 allegations of verbal abuse.

James Bentley Treatment Program – 0 residential, 60 in day treatment and 35 intensive in-home consumers. No complaints or incidents of abuse, seclusion, or restraint were reported.

Northwestern Human Services, Inc. – 17 individuals are in residential services. No allegations of abuse, seclusion or restraint.

Seeds of Change – Serving 2 residential clients. No report of complaints, abuse, seclusion or restraint.

Sentara Behavioral Health Services – 20 in patients. 2 allegations of abuse and 1 restraints.

Tranquility Manor, LLC – 18 residential consumers, and 19 day support consumers (between the four facilities), 1 consumer receiving intensive in home services. 1 allegation of peer to peer aggression reported.

## **IX. EXECUTIVE SESSION:**

The Committee voted to go into closed session pursuant to Virginia code 2.2-3711 A. Upon reconvening in open session, each member of the LHRC certified that the only things discussed in closed session were the allegations of abuse, seclusion, restraints and the incidents of peer on peer

aggression. The Committee had the following recommendations for further action:

\*\*Sentara: No recommendations

\*\*\*Community Services of Virginia:  
No recommendations

\*\*\*\*Emerson Place: Continue behavior plan.

\*\*\*\*\*Family Redirection: No recommendations

\*\*\*\*\*G.R.A.C.E.: No recommendations

\*\*\*\*\*Tranquility Manor: No recommendations

The LHRC also made the following notations:

.Seeds of Change has to submit cooperative agreement  
.James Bentley has to submit rules of conduct and behavior management plan for MH program  
.Family Redirections made corrections to their Human Rights policies on pages 8, 21, and 22-all documents were approved with the recommended changes and corrections.

The LHRC voted to recommend to the State Human Rights Committee, the removal of Dr. Beverly Withers from membership to the LHRC due to lack of attendance at regularly scheduled meetings.

The LHRC voted to authorize The LHRC chair to appoint two member subcommittees as needed to act on the following between regularly scheduled meetings: LHRC membership interviews and to review new program affiliations and restrictive behavior plans.

Next meeting scheduled for November 15, 2011 will be held at Family Redirection Institute, Inc., 5062 Portsmouth Blvd., Chesapeake, VA 23321 9:00am.

Respectfully Submitted,

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Doris Peterkin  
LHRC Chairperson

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Kimberly Renee' Davis  
HHRLHRC Program Support Liaison